

## Application for Books-by-Mail

NAME\_\_\_\_\_

ADDRESS\_\_\_\_\_

TELEPHONE\_\_\_\_\_

SIGNATURE\_\_\_\_\_ DATE\_\_\_\_\_

TO BE FILLED OUT BY PHYSICIAN, NURSE, SOCIAL WORKER

I CONSIDER\_\_\_\_\_

PHYSICALLY UNABLE TO TRAVEL TO THE LIBRARY.

SIGNATURE\_\_\_\_\_

ADDRESS\_\_\_\_\_

TELEPHONE\_\_\_\_\_

IF DISABILITY IS TEMPORARY, PLEASE ESTIMATE LENGTH

\_\_\_\_\_

*Lucy Robbins Welles*  
**LIBRARY**

95 Cedar Street, Newington, Connecticut 06111-2645

Voice: 860-665-8700 Fax 860-667-1255

<http://www.newingtonct.gov/library>

# Books-by-Mail



## Bringing the Library to Your Home!

Your library is as close as your mailbox with the Lucy Robbins Welles Library's Books-by-Mail service. Books, magazines, audiobooks and more can be sent directly to your doorstep.



If you are a Newington resident or a resident of a Newington healthcare facility and are either temporarily or permanently homebound you may qualify for our free Books-By-Mail program.

## Frequently Asked Questions

### Who can use the Books-by-Mail service?

You are eligible for Books-by-Mail if you are homebound or unable to visit the library in person because of a temporary or permanent disability, recovery from surgery or an extended illness. Individuals requesting this service must have or be eligible for a valid library card from the Lucy Robbins Welles Library or be a resident of a Newington healthcare facility.

### How do I apply?

Use the application on the back of this brochure or call us at (860) 665-8700 to get an application. You may also print an application from the library's web site at [www.newingtonct.gov/library](http://www.newingtonct.gov/library) and mail it to the address on the form or fax to (860) 667-1255. After processing, we'll contact you to discuss your reading interests and help you make your selections. Then we'll mail the materials to you.

### How does the service work?

Materials will be sent via the U.S. Postal Service to your home address in a reusable box with a prepaid label for return postage. Participants may borrow up to 4 items at any given time. Materials will be checked out on your Lucy Robbins Welles library card for 6 weeks. If you don't have a card, the library will issue you one. When you are done with the items, simply repackage them in the box and use the return label. The postal carrier will pick up the package and return to us. While you will be exempt from overdue fines, you will be responsible for the replacement cost of any lost or damaged materials.

### What can I borrow?

We will mail you any circulating book, book on cassette or cd, or magazine owned by Lucy Robbins Welles Library. You may make specific requests or we can choose titles for you based on your interests.

### Need more information?

Please call Jeanette Francini at 665-8714 or Shirlee-Ann Kober at 665-8707.